

Leyden Select Board Meeting Minutes
Leyden Town Office Building
Regular Session
Monday, December 30, 2024
5:30 pm

Select Board Members Present: Katherine DiMatteo (remote), Jeffrey Baker

Others Present: Michele Giarusso, Janell Howard,

Remote Access: Liz Kidder

Katherine called the meeting to order at 5:34 pm.

Approve 12/16/24 Minutes

Motion: Jeff moved, and Katherine seconded to approve the 12-16-24 minutes, Katherine said yes, Jeff said yes, unanimously approved.

Fire Chief Carey Barton-Special Town Meeting Warrant Article, Renewal Tri-State Mutual Aid Contract, Personnel Policies and Procedures Review

- Discussion on transfer of free cash from the sale of some of the Fire Department vehicles, Finance committee asked for the purpose of the fund requested for free cash.
- Discussion on how the free cash process is for the town.
- EMS/Fire Development and Equipment account has just over a \$29,000 balance, the excess over the grant amount of \$25,000 for the UTV will come out of the EMS/Fire Development and Equipment account -approximately \$3,500.
- A trailer will need to be purchased – estimated cost of \$8,000-\$12,000.
- The Fire Department needs firefighters' equipment for wildfire for each firefighter, which is \$600 each totaling approximately \$5,400 for the 9 firefighters.
- Hoses need to be updated on the trucks, the trucks need spares and some of the trucks are missing hoses, quotes are in process. Not all old truck hoses match up to the new trucks and are different from all other towns.
- More pagers are needed, there are not enough pagers for all the Firefighters.

Ginger called the Finance Committee to order at 5:50pm.

- There is enough money right now in the EMS/Fire Development and Equipment account to make it through the rest of the fiscal year and there is also the Firefighter's grant of \$10,500 coming up.
- Discussion on the Tri-State Mutual agreement.
- Discussion with the Fire Chief making sure the Fire Department is following the Personnel Policy. When/if any personnel issues come up let the Select Board know about the personnel issues and steps to be taken so they are informed..
- Discussion on parking around Town Hall – people are ignoring the no parking signs.

ACTION: Janell will find out the amount for the Tri-State Mutual agreement and find out if it was paid.

ACTION: Michele will look and make sure we are meeting the insurance requirements for the Tri-State Mutual agreement as well as look up the law under 41 and let Carey and Katherine know before it is signed.

ACTION: Janell will look at the rental agreement for people renting the Town Hall and see about adding wording for no parking in the fire lanes for events and alternative parking options.

Motion: Katherine moved, and Jeff seconded to approve the Tri-State Mutual Agreement if the requirements are met, Katherine said yes, Jeff said yes, unanimously approved.

Special Town Meeting Warrant Articles

- Discussion on the Special Town Meeting (STM) warrant for possible January 29th date.
- Discussion that the Planning Board will need to have another public hearing to make sure the warrant article is in compliance with the new laws.
- Discussion on whether or not a STM is necessary to have soon or if it can wait based on the proposed articles on the warrant.
- Decision made to postpone the STM until later once the Planning Board is ready with the ADU bylaw.

Town Coordinator Updates

- ARPA funds will be up as of tomorrow, the plan was to use up the \$17,000 left with the addition of Green Communities money to insulate areas of the Town Offices. The town can ask for \$38,000 from Green Communities, the Select Board will need to vote on it.
- There are bills that have been paid previously that qualify for use of ARPA funds. Michele and Town Accountant have discussed and agree that the following bills qualify:

Broken lock police drug box	\$400
New fire monitor for town office building	\$1870
Balance Electric – fix lights on town commons	\$265
Smith Associates (extra IT work for security)	\$3264
Voltrek – electric car chargers	\$1817
- Discussion on whether to close the Town Hall for the winter. The Council on Aging is having a community lunch next week at the Town Hall, then maybe after that close the Town Hall.

Motion: Katherine moved, and Jeff seconded to use ARPA funds and transfer payment for the bills that qualify as recommended by Town coordinator and Town Accountant to the ARPA account , Katherine said yes, Jeff said yes, unanimously approved.

Motion: Katherine moved, and Jeff seconded to approve the fire alarm equipment proposal to be paid out of the ARPA funds, Katherine said yes, Jeff said yes, unanimously approved.

Motion: Jeff moved, and Katherine seconded to close the Town Hall from January through March 31st except for the Council On Aging and Special Town meetings, Jeff said yes, Katherine said yes, unanimously approved.

Administrative Assistant updates

- Attending the Cultural Council meeting this evening to review the committee orientation information.
- Working on a new hire process with the Fire Chief.

Selectboard Updates- school district agreement meeting update

- Discussion of the PVR School District agreement meeting that Katherine, Ginger Robinson and Pam Broen attended. Capital costs are the most critical section and is unresolved. A meeting will be held on January 16th for a joint meeting again with the school committee.
- Discussion on the Town Clerk position. Another ad was put in the Greenfield Recorder on 12/28/2024.
- Katherine received an email from the Town Clerk asking for the Select Board to consider a stipend position for the next few months for him to continue until a new hire is on board

ACTION: Katherine will follow up with the Town Clerk about a stipend and no in-office hours during the winter and report back.

Agenda for 1/6/25 Select Board Meeting

- Check in with Colrain Ambulance
- Town Counsel regarding public roads
- Colonial Power
- Minutes and updates

Motion: Jeff moved, and Katherine seconded to adjourn the meeting at 7:20 pm. Katherine said yes, Jeff said yes, unanimously approved.